



Contra Costa County



Meeting: Fiscal Sub-committee Date: January 18, 2023 Time: 5:00 p.m. to 5:45 p.m.

Location: 1470 Civic Ct. Concord City Facilitator: Haydee Ilan Recorder: Haydee Ilan

Virtual Meeting Attendees: Jasmine Cisneros, Tuliisa Miller and Juan De Dios

TOPIC	SUMMARY	
<b>Desired Outcomes</b> (Document who reviews meeting outcomes and ground rules)	Reviewed HS and EHS Budgets vs. Actual Monitoring Reports and Credit Card Report for the months of October 2022 and November 2022.  Jasmine Cisneros read the desired outcomes and read the ground rules.	
<b>Public Comment</b>	There was no public comment at this meeting.	
<b>Reports / Presentations / Discussions / Comments</b>	Three Fiscal subcommittee members, Jasmine Cisneros, Tuliisa Miller, and Juan De Dios, were present. Haydee welcomed the sub-committee members for the first meeting in the year 2023. Haydee reported on fiscal and Credit Card reports for October 2022 and November 2022. The details of the major budget categories were discussed in detail. Jasmine Cisneros asked if books can be purchased from the remaining funds. Haydee informed the sub-committee that parents could connect with their Center’s Site Supervisors to suggest what parents deem necessary to improve the Head Start program with the remaining funds. Jasmine inquired about the status of the Kitchen project approved by the Policy Council on February 2021 and the increased amount on May 2022. Haydee responded that the Kitchen project is no longer a priority due to management and grantors’ decision. Therefore, funds earmarked for the Kitchen project will be reallocated to other major renovations/facility improvements and other program needs.	
<b>Next Steps</b>	Three Fiscal subcommittee members, Jasmine Cisneros, At every fiscal subcommittee monthly the meeting, the group will discuss details of the major budget categories to be better informed of expenditures.	
<b>Meeting Evaluation</b>	<u>Plus</u> Great information and great questions. A good attendance of three members and the support of Rita Loza in the absence of Ana Araujo and Zully Acosta.	<u>Deltas</u> Missing some members.